

# **WARREN COUNTY LOCAL EMERGENCY PLANNING COMMITTEE**

April 1, 2009

## **Present:**

Sandy LeBarron, Finch Paper  
James Schrammel, Warren County Hazmat  
Shane Ross, Chief Deputy Sheriff's Office  
Michael Palmer, Queensbury Fire Marshall  
Kent Destefanis, NYS DOT  
Laura Saffer, Warren County Public Health  
Amy Manney, Warren County OES  
Brian LaFlure, Warren County OES  
Warren Snyder, National Weather Service  
Paul Wilson, SEMO Region 3  
Cheryl Murphy, American Red Cross  
Ray Ives, Glens Falls Fire Department

Brian LaFlure welcomed all to the meeting after determining there was a quorum.

The minutes of the October 29, 2008 meeting that was emailed to everyone was approved by Shane Ross and seconded by Sandy LeBarron. The motion was carried unanimously.

### Plan Revision Committee

Mike Palmer mentioned that he had been in contact with Jamie Schrammel and they were working on it. Amy Manney added that a preliminary draft copy had been written and she had proof read it for errors. Once Jamie had made those corrections he would have the Plan Revision Committee review the Plan.

### Website Committee

The website is partial done and on the Warren County website. Finding it is not easy yet, since there is no link directly from the home page. Once on the home page one has to search for LEPC or use the following link <http://www.co.warren.ny.us/emergency/lepc/>. We are waiting for the revisions of the by-laws before including them on the website.

### By-Laws

Even though we have no committee, we need to move forward with the by-law changes due to accepting E-Plan. Amy Manney reported that there were additional changes requested after the original draft changes were emailed out. Potential changes were handed out to all. A discussion ensued regarding making additional changes to sections 3 & 5 in particular to adding a attendance by proxy. *Subsequent to the meeting Amy Manney discussed this with SEMO, who suggested some additional changes*

9:30 Jamie Schrammel entered

Jamie Schrammel added to the previous comments about the Plan Revision. His goal is to have one universal plan that is user friendly for anyone that would be needed in an emergency (e.g. fire chief, industry). This plan will have sections for each major group of people (function) that would be responding designating their responsibilities. The draft plan was written prior to NIMS; we are trying to update the plan with current terminology and requirements. Jamie will send out a draft revision of the plan electronically prior to the July 1 meeting for discussion.

### New Business

Educational Brochure – Cheryl Murphy offered to format an educational brochure based on the one emailed. A discussion was raised regarding disseminating the brochure – Sandy suggested sending it out with the paychecks of the Finch Paper employees. Other possibilities discussed were the schools, the LEPC website, encourage all LEPC members to distribute to their respective organizations.

Shane Ross mentioned that the Office of Homeland Security (OHS) is saying the next attack is imminent and a mass gathering would be a soft target. We need to be prepared. Brian added the old verbiage “See something, say something”. *Just a reminder the NYS Terrorism Hotline is 1-866-SAFE-NY (1-866-723-3677).*

Jamie Schrammel made a motion to close the meeting at 9:57 am, which Shane Ross seconded.

The next meeting will be July 1, 2009 at 9 am in the Warren County Sheriff's Office Training Room.

Respectfully submitted,  
Amy Manney